

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF HISTORIC RESOURCES

STATE HISTORIC REHABILITATION TAX CREDIT PROGRAM  
HISTORIC PRESERVATION CERTIFICATION APPLICATION

BILLING STATEMENT

To cover costs associated with the processing of Part 2 and Part 3 of the State Tax Credit Application, fees are charged in accordance with the fee schedule included below. These fees cover the cost of processing the state application only, and will not be applied to the cost of processing the federal government's National Park Service Historic Preservation Certification Application.

*Please note that review of the application will begin only when valid payment for processing fees is received.*

Name of property: \_\_\_\_\_

Address of property: Street \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State VA Zip \_\_\_\_\_

Estimated cost of rehabilitation: \_\_\_\_\_

Project contact: Name \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_ Daytime Telephone Number \_\_\_\_\_

Owner: Name \_\_\_\_\_  
Organization \_\_\_\_\_  
Social Security or Taxpayer Identification Number \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_ Daytime Telephone Number \_\_\_\_\_

**Part 2 Review Fees:**

*Choose the processing fee that corresponds to the estimated cost of rehabilitation. Upon completion of the project, fees charged will be adjusted as necessary, depending upon the actual cost of rehabilitation.*

<u>ESTIMATED COST OF REHABILITATION</u>	<u>PART 2 REVIEW FEE</u>
Less than \$50,000.....	Fee waived
\$50,000 to \$99,999.....	\$250
\$100,000 to \$499,999.....	\$400
\$500,000 to \$999,999.....	\$750
\$1 million or more.....	\$1,500

**Part 3 Review Fees:**

*Choose the processing fee that corresponds to the actual cost of rehabilitation. If the actual costs exceed the estimated costs upon which a Part 2 fee was previously paid, please adjust accordingly. If the actual costs are less than the estimated costs upon which a Part 2 fee was previously paid, please indicate so that we may issue a refund.*

<u>ACTUAL COST OF REHABILITATION</u>	<u>PART 3 REVIEW FEE</u>
Less than \$50,000.....	\$100
\$50,000 to \$99,999.....	\$250
\$100,000 to \$499,999.....	\$400
\$500,000 to \$999,999.....	\$750
\$1 million or more.....	\$1,500

**Send your fee payment with this form to:**

Tax Credit Division  
Virginia Department of Historic Resources  
2801 Kensington Avenue  
Richmond, Virginia 23221

**Note:**

Please indicate whether you are sending Part 2 or Part 3 review fee. Checks should be made out to Virginia Department of Historic Resources.